

## FORCE READINESS COMMAND

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### **Mission:** **Prepare the Workforce by providing**

- Clear Tactics, Techniques and Procedures
- Relevant Training
- Quality Assessments

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# FORCECOM NEWSLETTER

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## FROM THE COMMANDER



Last month, I mentioned the Commandant's 2014 Direction, which Admiral Zukunft recently published. I invite you to take another look at this [guidance](#) and consider how it applies to our daily missions here in FORCECOM.

**Service to Nation** reminds us that our everyday work serves a larger purpose. We prepare the workforce for success in conjunction with our partners and stakeholders within and beyond the Coast Guard.

We carry out our **Duty to People** every day. From initial accessions at TRACEN Cape May and the LDC, through initial and ongoing specialty training at our “A” and “C” Schools, to Advanced Education and tuition

assistance, we continue to invest in our people and encourage them to achieve higher levels of personal and professional accomplishment.

**Commitment to Excellence** exemplifies our focus—both individually, and organizationally—on achieving the highest standards of readiness and proficiency, every day.

This issue is full of examples of people throughout the FORCECOM enterprise who live out these guiding principles daily. Additionally, I would like to recognize Mr. Jeff Hughes, our Exercise Support division chief, who recently graduated from the DHS Executive Leadership Program, and Master Chief Bou, who is departing to become the Coast Guard's next SK Rating Force Master Chief. Throughout FORCECOM, I'm excited to see us building the future Coast Guard.

## FROM THE CMC



### **Welcome aboard to our new Master Chief, CMC Stephen Dykema!**

During my first week or so at FORCECOM, I quickly learned that we are in the thick of some very important efforts impacting the workforce on many different fronts.

For example, we continue to improve ERATS, so that it is an efficient and understood component of our enlisted advancement system. We are fine-tuning a long-term plan for prioritizing “C” Schools, to maximize training dollars while ensuring the readiness of our people. Teams for the Assessment, Inspection, and Audit program are “full-speed ahead” in taking a comprehensive view of how we can best evaluate a unit's compliance with standards—and, equally important, how to make information from unit visits available as a learning tool. And soon, we'll see the stand-up of the new Afloat Training Organization under the new Fleet Training and Readiness Branch, to evaluate operational readiness aboard cutters more effectively.

Along with all the other things that we do, each of you makes a huge difference day after day, so be proud of FORCECOM—I know I am!

### **FORCECOM ACCOMPLISHMENTS**

In 3rd Quarter FY14,  
FORCECOM...

- Executed 12 exercises.
- Produced 3 new Tactics, Techniques, & Procedures documents.
- Conducted 132 assessments.
- Graduated 575 recruits.
- Convened
  - 59 A-School courses with 871 graduates
  - 636 C-school courses with 6,934 graduates
- Delivered 120 E-Learning Courses with 69,928 graduates.
- Provided \$1.4M in Tuition Assistance, supporting 716 personnel, 2,658 courses, and 8,218 credit hours.

## STANDARDIZING ICE RESCUES

Dr. Janice Blake-Brooks, TTP Integrator, FC-Pp

**W**hen temperatures drop and water freezes over, or as ships and aircraft approach polar regions, trained Coast Guard personnel test their gear and review their special techniques for ice rescues.

The Coast Guard recently launched the Ice Rescue Course and Ice Rescue Trainer Course, in their second season of delivery this past winter. Some of the service's most experienced ice rescuers reviewed and validated the contractor-designed courses before delivering them to students; FORCECOM was close behind, to formalize the Surface Ice Rescue Operations Tactics, Techniques, and Procedures for operators and instructors alike.

"Ice rescue is dangerous work done in the harshest conditions," said Mike Hudson, chief of the Coast Guard's National Ice Rescue School in Essexville, Mich. "There is risk with every evolution. ... standardized training is designed to ensure the safety and effectiveness of ice rescue teams."

In December 2013, the Ice Capabilities Center of Excellence at Station Saginaw River hosted a working session for the FORCECOM-led Integrated Process Team. An enterprise-wide group of ice rescue subject-matter experts and accomplished performers drew on diverse experience and knowledge to develop a standard Surface Ice Rescue TTP.

During the three-day session, Dr. Janice Blake-Brooks, Integrator, and Ms. Mimi Boran, Developmental Editor, facilitated

discussions and demonstrated rescue techniques, to help ensure the TTP's relevance and timeliness.

The TTP is designed for operational commanders, Coast Guard cutters that operate in ice, ice rescue commanding officers and officers-in-charge, ice rescue unit personnel, and students and instructors at the National Ice Rescue School.

The TTP is currently being tested and validated in the field.



ESSEXVILLE, Mich—Ms. Mimi Boran, Developmental Editor for the Surface Ice Rescue Operations Integrated Process Team, demonstrates ice rescue equipment, Dec. 3, 2013. (U.S. Coast Guard photo by Dr. Janice Blake-Brooks)

## THE REALITY OF AN EXERCISE

Mr. Dennis Cashman, Exercise Support Branch Portsmouth

**W**hat happens when the exercise you're planning turns into reality?

This recently happened to Exercise Support Team (EST) 8 from Portsmouth, Va., when they were working with Sector Houston-Galveston to plan a National Preparedness for Response Exercise Program (PREP) Full-Scale Exercise.

The planning team developed a scenario for a major oil spill that involved a large ship colliding with an oil barge at the intersection in the Houston Ship Channel known as the "Texas City Y."

Sound familiar?

In March 2014, prior to the final planning meeting for the exercise, a large cargo ship struck an oil barge at the Texas City Y, spilling over four thousand barrels of oil into Galveston Bay.

During the exercise planning process, EST 8

worked closely with Sector Houston-Galveston staff and local & industry stakeholders, to examine the procedures and challenges of an oil spill of this type. Although reality arrived before the team could exercise the scenario, the planning process that had already taken place proved invaluable in enabling the Sector Houston-Galveston planning staff and many of the area's stakeholders to shift gears smoothly from the exercise world to the real world.

Additionally, EST 8 was able to fill a critical role in the real-world collision and oil spill response, by working with the Sector Houston-Galveston planning staff to capture lessons learned and best practices for PREP credit. EST 8 is using this data to draft an After-Action Report, which will identify both areas for improvement and best practices, to incorporate into future planning efforts.

The eerie similarity between the exercise scenario and the real-life event highlights the fact that the contingencies we plan for can and do happen. We need to be prepared—and exercise planning and execution are an excellent way to prepare for a range of anticipated hazards. By learning from both exercises and real-world events, the Coast Guard will continue to refine its response posture, becoming more efficient and more effective.



HOUSTON, Texas—A barge loaded with marine fuel oil, towed by the motor vessel Miss Susan, sits partially submerged in the Houston Ship Channel, following a collision between the barge and the bulk carrier Summer Wind, March 22, 2014. (U.S. Coast Guard photo)



# CWO4 JASON BRIGGS, Inspirational Leader



Article by Megan Just, TRACEN Petaluma  
Photos by Lt. Erin Chlum, TRACEN Petaluma

The recipient of this year's Captain John G. Witherspoon Inspirational Leadership Award is Training Center Petaluma's MAT4 Jason Briggs. The energetic, down-to-earth warrant officer leads the Training Center's Maintenance Branch and has touched the lives of many throughout his 22-year Coast Guard career.

Chief Warrant Officer Briggs is well-known and respected for welcoming disenrolled students into his branch. While the students contribute much-needed maintenance support for the training center, Briggs helps them rediscover a sense of purpose within a supportive, hardworking community.

"Instead of casting them aside as bad apples, Jason is there to support fellow Coast Guardsmen when they need it most," said Lt. Cdr. Dana Woodall, assistant facilities engineer and Briggs's immediate supervisor.

Within Briggs's 23-person branch, he partners experienced, trade-qualified civilian carpenters, electricians, plumbers and mechanics with active-duty enlisted damage controlmen, machinery technicians, and electrician's mates, creating opportunities for apprenticeship and deeper specialty knowledge while fostering an integrated "one Coast Guard" team approach.

Last year, Briggs transformed the leadership structure of his branch, halving the 1:20 supervisor-to-worker ratio by creating two

1:10 teams. This created a far easier-to-manage span of control and offered new opportunities for personnel to develop leadership skills.

"Jason is the type of person who leadership classes teach others to be," Woodall said. "He's a hands-on mentor, but a hands-off leader. He is engaged and empowering, but never a micromanager, even though he is a technical expert himself. He is setting such a great example for our whole workforce."

The Witherspoon award annually recognizes the Coast Guard officer, active duty or reserve, who best exemplifies the Coast Guard's core values of Honor, Respect, and Devotion to Duty.

Then-Commandant Adm. Papp called Briggs directly to inform him of the prestigious award. Briggs formally received the award May 22, at Training Center Petaluma.

PETALUMA, Calif.—Chief Warrant Officer Jason Briggs poses with his wife, Erin, after receiving the Captain John G. Witherspoon Inspirational Leadership Award from Rear Adm. Buschman, May 22, 2014.







## IRON CHEF PETALUMA

By LCDR Travis Collier & LT Erin Chlum, TRACEN Petaluma

**S**o now Coast Guard, with an open heart and an empty stomach, I say unto you...“Allez cuisine!” The second “Iron Chef Battle of the Coasts” at TRACEN Petaluma was under way.

Vice Admiral Charles Ray, Commander, Pacific Area, and Rear Admiral Scott Buschman, Commander, Force Readiness Command, faced off for the prize. Each admiral led a three-person team consisting of a Food Service instructor, a Food Service student, and a junior officer.

Just like the famous TV show, the teams had 90 minutes to devise a menu and prepare a three-course meal for four people. The teams were given a number of mystery ingredients, including rhubarb, golden beets, cherries, and truffle gouda, as well as a list of pantry items of spices, seasonings, starches, herbs, and stock bases to assist them in preparing their meals. After a flurry of activity, the judges determined the winner based on presentation, portion and nutritional balance, menu and ingredient compatibility, creativity, flavor, and teamwork.

*PETALUMA, Calif.—Vice Adm. Charles Ray, Commander, Pacific Area, and Rear Adm. Scott Buschman, Commander, Force Readiness Command, compete to prepare dishes for their respective teams during the Second Iron Chef Petaluma “Battle of the Coasts,” May 23, 2014. (U.S. Coast Guard photo by Petty Officer Justin Patch)*



The competition took place in TRACEN Petaluma's demonstration kitchen, a state-of-the-art facility with three 32-inch monitors and five camera systems, capable of zooming in to highlight precise movements. Students get a great view of each of the instructor's maneuvers, making it easy to follow along with each step of the lesson.

"It's just like 'The Rachael Ray Show,'" said Chief Petty Officer Matthew Simolon, an FS "A" School instructor.

The competition was an engaging way to highlight the expertise of Food Service Specialists. "I really enjoyed the challenge of it," said Petty Officer 1st Class Derek Wenzel, an instructor at FS "A" School. "Individual plating with a mystery box of ingredients is not something I've competed with before, so it brought a new experience and a pretty good rush!"

"It was awesome!" added Wenzel's teammate, FS "A" School student Seaman Renee Kalis. "At one point, one of the officers was asking me what she needed to do. I realized that we really were 100% focused on the goal. Rank and seniority definitely had their place, and at the same time, everyone was working on the same level."

"As far as I'm concerned, both teams were winners," said Rear Adm. Buschman. "The food made by both teams was incredible. I'm very grateful to TRACEN Petaluma for organizing and hosting this great event, which showcased just how talented and hardworking all our Food Service Specialists are throughout the fleet."

Petaluma is looking forward to next year's rematch, as they continue to produce highly-trained, professional chefs.



Chief Petty Officer Josh Garza, FS "A" School Instructor, graciously shared this winning "Iron Chef Petaluma" recipe. He notes that the mousse can be piped onto a cracker using a pastry bag, or served as a dip for vegetables.

### **SALMON MOUSSE ON A CROSTINI**

1 lb. salmon fillet, skin off & pin bones removed  
 1 tsp. extra-virgin olive oil  
 1 lb. soft cream cheese  
 1/4 c. heavy cream  
 1/4 c. brandy (or liquor of choice; FSC used lychee vodka)  
 1 lemon, zested & juiced  
 Salt & freshly-ground pepper

#### Directions:

Prepare the salmon first. Preheat the oven to 400 degrees F (or, preheat the grill).

Season salmon fillet with olive oil, salt, and pepper. Place on a baking sheet and bake until cooked through, about 10-12 minutes. Remove from the oven and cool completely, then chill at least 30 minutes.

To make the mousse, put the chilled salmon filet in a food processor. Add all other ingredients and blend until smooth. Season with salt and pepper to taste.



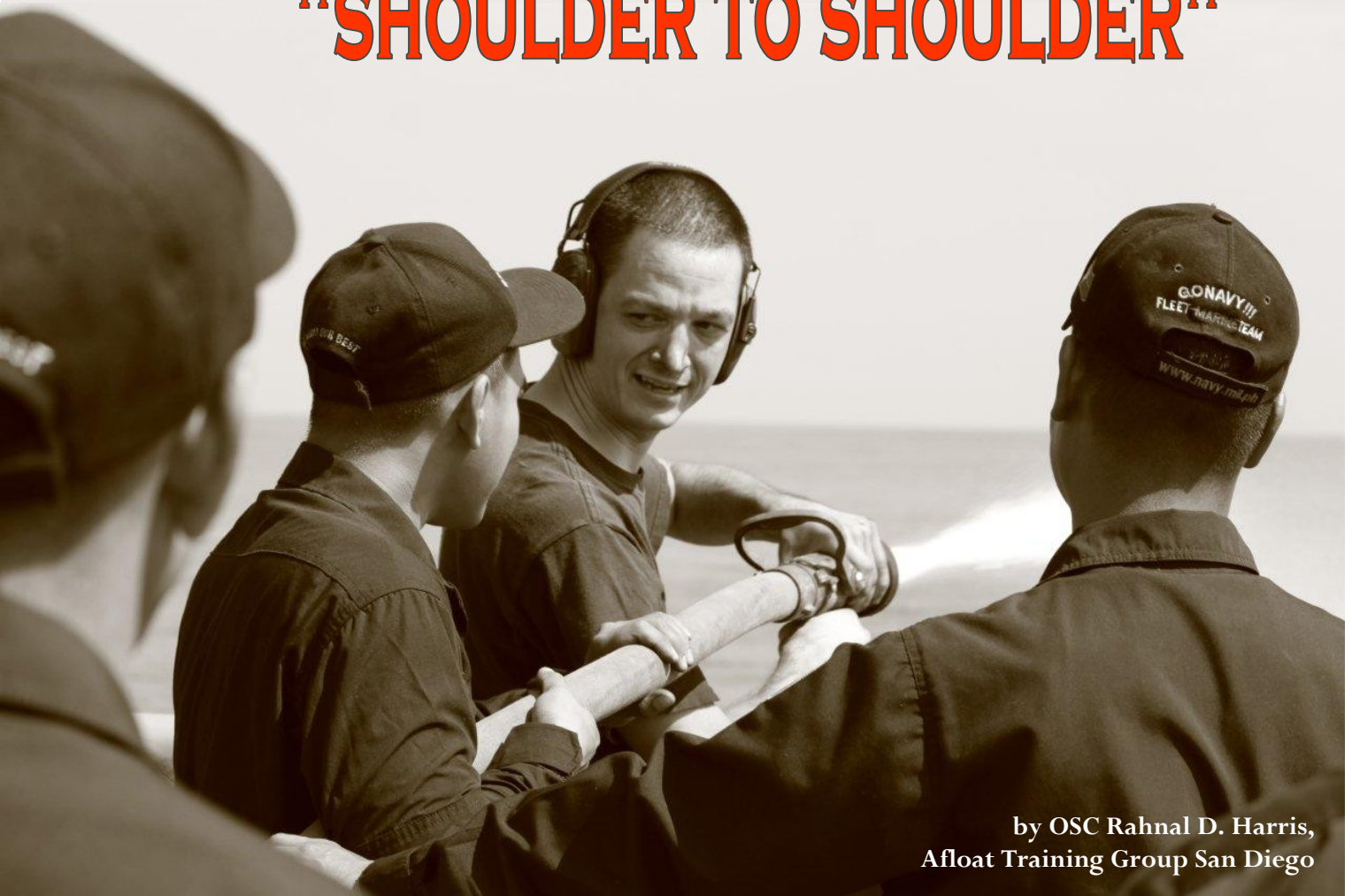
*Previous page: Vice Adm. Charles Ray and Rear Adm. Scott Buschman don their chef hats during the Iron Chef Petaluma competition.*

*This page, top photo: Vice Adm. Ray and his aide, Lt. Colleen Denny, prepare food for the West Coast team.*

*Lower photo: Lt. Jon Rebeck, Chief Petty Officer Josh Garza, Rear Adm. Scott Buschman, and Petty Officer 3rd Class Cheyenne Wolfe celebrate their East Coast team victory. (All photos U.S. Coast Guard)*

# ATG AND PHILIPPINE NAVY STAND

## !!SHOULDER TO SHOULDER!!



by OSC Rahnal D. Harris,  
Afloat Training Group San Diego

One week after President Barack Obama reaffirmed the “ironclad” alliance between the United States and the Philippines, U.S. Coast Guard training officers, led by Lt. Andrea Rice, arrived in Subic Bay, Philippines, to train alongside their Philippine Navy counterparts in Balikatan 2014.

Balikatan, Tagalog for “Shoulder to Shoulder,” is an annual U.S.-Filipino bilateral military exercise that includes joint field training as well as humanitarian and civic assistance events. Balikatan, held annually for 30 years, aims to improve the capacity of the Armed Forces of the Philippines and strengthen Filipino-U.S. interoperability.

In 2011, the Philippine Navy began acquiring decommissioned U.S. Coast Guard high-endurance cutters to bolster their fleet. At 378 feet long, the BRP Gregorio del Pilar (formerly USCGC Hamilton) and BRP Ramon Alcaraz (formerly USCGC Dallas) are now their largest warships. To provide specialized training for these new acquisitions, the Philippine Navy specifically requested U.S. Coast Guard support as part of Balikatan 2014.

Over a 10-day inport period, Coast Guard personnel from FORCECOM’s Afloat Training Group Pacific provided damage control, engineering, combat operations, bridge and navigation operations, weapons systems, firefighting, and other training aboard the Ramon Alcaraz. Then, it was time to throw off the lines and practice these lessons underway.

“This is a great opportunity to work shoulder to shoulder,” said ATG Training Officer Lt. Rice. “We have an opportunity to strengthen United States and Philippines relations and provide specialized training for the Philippine Naval Fleet in our former sister ship.”

ATG personnel also taught their Filipino counterparts best practices for preventive and corrective equipment maintenance, to ensure the ship’s safety and ability to operate long-term.

“There isn’t enough time in a week to train on everything, but we can improve the way they train for emergencies,” said Chief Petty Officer Jason O’Neill, an ATG damage controlman. “The P-100s [portable fire pumps] hadn’t been run since they got the ship. That’s an important tool to have ready and to have a crew ready to use.”



**UNDERWAY IN THE SOUTH CHINA SEA—**Two Philippine Navy damage controlmen assigned to the BRP Ramon Alcaraz watch as U.S. Coast Guard Chief Petty Officer Jason O'Neil shows them how to operate a portable P-100 fire pump, May 8, 2014. This was the first time the Alcaraz sailors had operated the portable pumps—a critical component of safety at sea. (U.S. Coast Guard photo by Lt. Andrea Rice)



**UNDERWAY IN THE SOUTH CHINA SEA—**Lt. Andrea Rice assists the BRP Ramon Alcaraz's operations officer, quartermaster, and pilot with determining true wind and flight course during helicopter operations as part of Balikatan 2014, May 7, 2014. This was just the third time the Alcaraz had conducted flight sorties, and the first time they had ever gotten underway for training operations. (U.S. Coast Guard photo by Chief Warrant Officer Mark Cortor)

**COMMITMENT  
TO EXCELLENCE**

**SUBIC BAY, Philippines—**The BRP Ramon Alcaraz, formerly USCGC Dallas, lies in her berth, May 5, 2014. Five members of the Coast Guard's Afloat Training Group San Diego trained shoulder-to-shoulder with their Filipino counterparts aboard the Alcaraz as part of Balikatan 2014. (U.S. Coast Guard photo by Lt. Andrea Rice)

[Previous page:]

**UNDERWAY IN THE SOUTH CHINA SEA—**Philippine Navy damage controlmen aboard the BRP Ramon Alcaraz practice using a shipboard fire hose under the instruction of U.S. Coast Guard Chief Petty Officer Jason O'Neil, May 8, 2014. O'Neil was one of five ATG personnel who trained their counterparts aboard the Alcaraz at the request of the Philippine Navy, as part of the bilateral joint exercise Balikatan 2014. (U.S. Coast Guard photo by Lt. Andrea Rice)



# ASK FORCECOM!

**Lt. Cdr. Murphy (FORCECOM Advanced Education Program Manager) and Lt. Lauren Milici, OPM-1, answer frequently-asked questions about Coast Guard-funded graduate school.**

## **Q: Why does the Coast Guard fund graduate school?**

**A:** Coast Guard-funded advanced education meets four priorities: (1) Develop advanced skills the workforce may not already possess and qualify individuals for specific billets; (2) Establish a high level of technical and managerial competence in the service; (3) Encourage retention among high-performing personnel with the capacity for professional growth; and (4) Raise the levels of technical competence and military professionalism, on an individual basis.

## **Q: How does the Coast Guard decide which graduate schools it funds and how many TABs are allocated?**

**A:** Training Allowance Billets (TABs) are specified in the annual Coast Guard Authorization Act passed by Congress. The total number of TABs stays relatively steady at about 350 per year. Program Managers request TABs through FORCECOM's Advanced Education Program Manager (FC-Tepd). In October-November each year, the FORCECOM Commander convenes an Advanced Education Peer Review Group, with representation from each of the five Resource Management Offices (DCMS, DCO, CG-2, CG-8, and CG-09) that are competing for TABs for their programs. In general, the Peer Group prioritizes TAB requests based on alignment with Coast Guard policy; good stewardship of resources; and ability to enhance Service reputation with internal and external stakeholders.

## **Q: How are "preferred" schools selected?**

**A:** Program Managers determine the "preferred" schools for each program based on how well the school's curriculum meets the demands of the follow-on billets, the cost of the degree program, and PCS costs. Each program is given a dollar cap on overall tuition for all students in their program; programs & students are encouraged to seek school locations that minimize PCS costs.

## **Q: Can personnel attend schools other than "preferred" ones? How does cost-sharing work?**

**A:** Yes, as approved by the Program Manager. A student may find a school that meets the same curriculum requirements as a "preferred" school, but is more favorably located (minimizing PCS costs). Or, the student may find an acceptable alternative school with a tuition cost that exceeds the caps. In all cases, students sign Cost Share agreements stipulating the limits of Coast Guard-funded tuition; the member must pay any excess. Generally, tuition caps are designed to cover full tuition for programs identified by the Program Manager.

## **Q: How often are new graduate school programs added, or old ones removed?**

**A:** The Program Managers and the Peer Review Group manage this. Changes occur annually, driven by budgets, needs of the Service, new mission sets, or ability to articulate program needs to the Peer Review Group.

## **Q: What graduate school opportunities are available for**

## **enlisted personnel?**

**A:** Currently, there are programs available in Information Technology, Public Affairs, Intelligence, and Healthcare Administration. There are also limited Senior Service School opportunities for senior enlisted personnel.

## **Q: How does the grad school board process work?**

**A:** PSC (OPM-1) owns the application process, and Program Managers set specific requirements and criteria for their respective TABs. Each Postgraduate/Advanced Education panel meets on a date established by OPM-1. Panels are guided by the PG/Advanced Education precept and the Commandant's Guidance to Boards and Panels. The Panel will base their decisions on the applications and official matters of record. For each applicant, panels see

- CG PSC IPDR
- E-Resume PG/Advanced Ed choices, priority order, & comments
- Command e-interview comments
- Official education & standardized test data
- Employee Career Summary Sheets (from CGBI)
- Tour completion dates and assignment history

The panel's results are routed through the chain of command to OPM; it takes about 2-3 weeks for approval and release of the final message.

## **Q: What are some tips for a competitive package?**

**A:** Applicants should become familiar with the PG/Advanced Education Application Process Guide, which is published each year, as well as annual solicitation messages that outline program-specific requirements and expectations for that assignment year. Prior to the PG/Advanced Education season, applicants are encouraged to contact the program manager to discuss program expectations, as they may change from year to year.

## **Q: When should a person start planning to apply to graduate school?**

**A:** Consider career paths and future assignment possibilities. Timing of PG/Advanced Ed can be critical, as the education and required payback tour may total seven years altogether. Officers (particularly O3 and below) with questions concerning career management are highly encouraged to request an individual record review with a dedicated Officer Career Counselor in OPM-4. Officers should not wait for the PG/Advanced Ed application message to schedule required standardized test scores, or they could run the risk of missing the application deadline. Take standardized tests well in advance; scores are valid for five years.

## **Q: What other advanced education options are there?**

**A:** Tuition assistance currently provides 75% funding, up to \$3,375 per year or \$187.50 per semester hour, for an initial graduate degree.



## ATC MOBILE DEVELOPS FUTURE LEADERS

LCDR Catherine Carabine, ATC Mobile

**K**now Yourself; Know Your People.” That was the theme of the Coast Guard Leadership Symposium, held April 23-24, 2014, in Mobile, Ala.

Over 150 Coast Guard personnel from all over the Gulf Coast attended the two-day event. Twenty Coast Guard senior leaders, including seven Commanding Officers/Officers-in-Charge and three Command Master Chiefs, facilitated small group discussions, participated in leadership panels and shared personal experiences during speed-mentoring sessions.

Each speaker challenged participants to leave the symposium better leaders than they

were when they came.

Lt. Cmdr Richard Kuzak, Asst. Engineering Officer at Aviation Training Center Mobile, described what he called the “Platinum Rule:” to do unto others as they would do unto themselves. Master Chief Petty Officer (ret.) Kenneth Sampson, the former Eighth District Command Master Chief, shared his “BIONIC PIG” leadership style: Believe It Or Not I Care (BIONIC) and Pride, Integrity, and Guts (PIG).

Sponsored by the Leadership and Diversity Advisory Councils at ATC Mobile and Sector Mobile, as well as the Mobile Chapter of the National Naval Officers Association, the

**“MANAGEMENT IS  
DOING THINGS  
RIGHT; LEADERSHIP  
IS DOING THE RIGHT  
THINGS.”**

*-Peter Drucker*



MOBILE, AL. – Master Chief Petty Officer Kit Harris, ATC Mobile Command Master Chief, and Chief Petty Officer Jamael Long, ATC Mobile Clinic, review “Four Lenses” training materials to determine what type of temperament they have, April 23, 2013. (U.S. Coast Guard photo by Ensign Phillip McNamara)

Leadership Symposium is planned to become an annual event.

**DUTY TO  
PEOPLE**



## TRACEN PETALUMA, A “GREEN CITY”

LT Erin Chlum, TRACEN Petaluma

**A**fter learning of this year’s Earth Day theme, “Green Cities,” TRACEN Petaluma Command Master Chief Derek Foster and the Chiefs Mess decided to focus internally, with a variety of base renewal projects.

Over 175 TRACEN community members, including active-duty personnel, civilians, and dependents, participated in the Earth Day observance.

Earth Day was an extension of the TRACEN’s ongoing “Petaluma Green” commitment to be a leader in energy conservation and environmentally sustainable practices. Ongoing initiatives include a four-acre solar array, solar street lights, low-water xeriscaping, energy-efficient appliances, and water-saving fixtures, resulting in a 20% water usage reduction over eight years, and an annual savings of \$47,000 in electricity costs.

**SERVICE  
TO NATION**

Recently, Petaluma and CEU Oakland negotiated an innovative new utilities contract with Pacific Gas & Electric Company. PG&E will implement 13 energy conservation measures aboard the TRACEN at no cost to the Coast Guard, paid for through energy savings over time. The conservation measures are projected to save over \$400K per year while enhancing environmental sustainability.

Petaluma is also developing a wastewater treatment facility to provide recycled water for irrigating on-base landscapes and leased agricultural fields, reducing potable water demand by nearly 70,000 gallons daily.

TRACEN Petaluma Commanding Officer Charles Fosse added, “As members of the Sonoma and Marin communities, we are committed to doing all we can to preserve the environment and our regional and na-



PETALUMA, Calif.—Training Center Petaluma personnel lay mulch at the Juliet Nichols building as part of base-wide Earth Day clean-up and beautification projects, April 21, 2014. (U.S. Coast Guard photo by Mr. Roger Elliott)

tional resources. We want our commitment to the environment to be apparent to all who live at, work at, train at, or visit our facility.”

# CASUALTY REPORTING

Ms. Paula Ross, Technical Writer, FC-P

Properly functioning equipment is critical to carrying out operational missions. Whether afloat, ashore, or in the air, casualty reports inform the chain of command of impacts to readiness and put into play a complex logistics response designed to get the unit fully mission-ready again, as soon as possible, while balancing needs across the service.

To help field personnel generate the timely, accurate, and modern casualty reporting necessary for operational and tactical commanders to optimize resource allocation and mission effectiveness, FORCECOM and the Coast Guard's Office of Logistics (CG-44) released Casualty Reporting Tactics, Techniques, and Procedures 6-01.3 in August 2013.

To develop the TTP, FORCECOM's CASREP Integrated Process Team spent countless hours analyzing manuals and field guides from both Coast Guard and Navy sources. Subject-matter experts on the team included Mr. John Cephas, content leader from the Logistics Program Management Division (CG-441), along with Mr. Mark Benkelmann from the Centralized Service Desk, and Mr. Tim Wallace Mr. Brian Kist from the Surface Forces Logistics Center.

The team identified performance issues and extracted best practices and lessons learned in order to establish current, accurate, valid, and accessible TTP for field users.

"Using the CASREP TTP has made drafting CASREPs easier," said Electronics Technician Chief Charles Paulauskas, assigned aboard USCGC Alex Haley. He added that the organization of the new TTP is much more user-friendly than the former CASREP Manual, COMDTINST M3501.3. "The embedded hyperlinks [in the TTP] help message drafters instantly locate properly-formatted data sets to facilitate population of CASREPs to fleet logistics systems and Navy data management systems, and ensure that support units have a solid understanding of the sending unit's casualty and assistance needed."

"I use the TTP, on average, once a week, to confirm that our casualty messages meet the requirements," said Chief Warrant Officer Christopher Box, part of the logistics department at Maritime Force Protection Unit Kings Bay, Ga. "The old manuals, both Coast Guard and Navy, do not compare to the FORCECOM TTP, which is very user-friendly. I've also noticed that my staff picks up things easier with the TTP. It is a great tool for operators in the field."

FORCECOM's TTP division continues to produce timely, relevant, standardized TTP to help field operators perform Coast Guard missions.

## OUTSTANDING PETTY OFFICER RECOGNIZED

LT Shannon Scaff, Maritime Law Enforcement Academy

Petty Officer 2nd Class Melissa DeVore, nominated as the Maritime Law Enforcement Academy's enlisted active duty service person of the year, based on her community service efforts, was recently recognized at the Charleston Metro Chamber of Commerce 2014 Salute to the Military Event for her exceptional volunteer support to the North Charleston Elementary School.

Ms. Deborah Lee James, Secretary of the Air Force, was the keynote speaker for the event. A fan of "selfies," Ms. James posed with DeVore and MLEA Executive Officer Cmdr. Erin Ledford during the Salute's celebration for active, reserve, and civilian nominees from all five armed service branches.

Demonstrating outstanding volunteer spirit, DeVore assisted students through reading exercises, class projects, and test proctoring throughout the 2013-2014 school year. Working with Charleston-area Coast Guard recruiters, DeVore also supported the North Charleston Elementary School's Career Day, speaking to young students about Coast Guard missions and career opportunities.

DeVore, an 11-year Coast Guard veteran, is currently assigned to the MLEA's administration department. Previous assignments include Station Grand Haven, Station Panama City, Aids to Navigation Team Eufaula, and Sector North Carolina.

DeVore's exceptional performance of duty at MLEA, coupled with her selfless dedication to Charleston-area school children, demonstrates her commitment to the Commandant's guiding principles of Service to Nation, Duty to People, and Commitment to Excellence.



Charleston, S.C.—Ms. Deborah Lee James (left), Cmdr. Erin Ledford (center), and Petty Officer 2nd Class Melissa DeVore take a "selfie" at the Charleston Metro Chamber of Commerce 2014 Salute to the Military. (U.S. Coast Guard photo by Petty Officer Melissa DeVore)



**LINKS** The following FORCECOM-related articles were published this quarter. (Click on the blue text to follow the link.)

- Coast Guard Compass blog [post](#) about Officer Candidate School cruise on CGC Eagle.
- *Washington Post* [article](#) about White House social aides; Lt. Vasilarakis & Lt. Stafford (both FC-B) are part of this program.
- *Cape May Gazette* [article](#) about TRACEN Cape May personnel wearing SDBs to raise awareness of Sexual Assault Month.
- [Photos](#) and articles in [Coast Guard News](#) and [San Francisco Chronicle](#) about the Shiprider training & event hosted at MLEA.
- *Navy Times* [article](#) regarding increase in Coast Guard Tuition Assistance cap.
- NBC 40 [article](#) about TRACEN Cape May's full-scale Anti-Terrorism/Force Protection exercise.
- "Shape the Future" [posts](#) on the Coast Guard's All-Hands blog featuring [BMT Rick Bauz](#) & [DCI Lisa Zammiello](#) (both TRACEN Cape May), [LCDR Dan Owen](#) (ATG Pacific Northwest), [MST1 Jeromy Sherrill](#) (CITAT), and [FS1 Justin Patch](#) (TRACEN Petaluma).
- *Daily Advance* [article](#) about AETI Mick Hengen's role in attempting to recover the crew from a WWII crash of a Coast Guard aircraft.
- Coast Guard Compass blog [post](#) featuring 2013 Reserve Enlisted Person of the Year MEC Wesley Mundy (SMTC DTD).
- Coast Guard Compass blog [post](#) about ATG San Diego's support to the US-Philippines exercise Balikatan 2014.
- Coast Guard Compass blog [post](#) featuring Witherspoon Inspirational Leadership Award winner CWO Jason Briggs (TRACEN Petaluma).

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## GAINING WEAPONS PROFICIENCY AT SMTC



CAMP LEJEUNE, N.C.—Petty Officer 2nd Class Charles Eaker instructs a student in the live-fire portion of the Machine Gun Course at Special Missions Training Center, Nov. 6, 2013. (U.S. Coast Guard photo by Seaman Nicole Groll)

The highlight of the weeklong Machine Gun Course for tactical boat crewmen at the Coast Guard's Special Missions Training Center is a live-fire machine gun exercise on the flat range at Marine Corps Base Camp Lejeune, N.C. Students engage targets at 200 and 400 meters and become familiar with the Phase 3, Land-Based Course of Fire.

SMTC developed the Machine Gun Course in response to the field's need for increased weapons proficiency. It familiarizes personnel with the M240B machine gun, standard communications, and use-of-force requirements for tactical boat crewmembers.

GM2 Devin Justice, one of the course instructors, said the need for this course was imperative, because a lot of mishaps were happening with the M240B. He added, "We spend a lot of time on the safety aspects of the weapon."

Beginning first thing Monday morning, students are immersed in proper handling of the M240B, including procedures for loading and unloading the weapon. Within the safety of the Firearms Training Simulator, they learn how to assemble, disassemble, and use the gun. They repeatedly review misfire procedures and practice standard gunnery commands. They also rehearse use-of-force scenarios in the simulator and learn about the weapon restraint harnesses used underway. Once they are confident in the simulator, students move to live-fire training.

"This course gives the student the confidence to operate the weapon and put effective rounds on target," said lead instructor GM1 Brian MacDonald. "The M240B is extremely reliable and easy to use, once you understand the fundamentals of how it operates."

Student feedback overwhelmingly indicates that they feel much more comfortable with the M240B, and know how to handle the weapon in a variety of real-life situations.

The course is open to personnel E2 & above, stationed at a tactical boat forces unit, who have qualified on the Basic Rifle Marksmanship Course within the last five years.

**COMMITMENT  
TO EXCELLENCE**

by SN Nicole Groll, SMTC